

Meeting Date: 12/2/08

Santa Clara



AGENDA REPORT

City of Santa Clara, California

Agenda Item # 6B-6



DATE: October, 22, 2008

TO: City Manager for Council Action

FROM: Director of Planning and Inspection

SUBJECT: REQUEST APPROVAL AND AUTHORIZATION FOR THE CITY MANAGER TO EXECUTE PROFESSIONAL PLAN CHECK SERVICE CONTRACT WITH SHUMS CODA ASSOCIATES

EXECUTIVE SUMMARY:

The Building Inspection Plan Check Division continues to have active applications. There is an immediate need for the division to use contract plan checkers to support Building Division staff on in-house plan checks and provide adequate customer service. There has been a vacant position since the advancement of Bounmy Soumountha to Permit Center Manager. We are requesting to move the left over funds from expired plan check service contracts to Shums Coda Associates that has qualified plan checkers available to serve our needs on a 24-hour call basis.

The Agreement with Shums Coda Associates is in the Council Offices for review.

ADVANTAGES AND DISADVANTAGES OF ISSUE:

Funds were originally transferred from the Building Reserves account to plan check service contracts that have expired and there are funds remaining. The left over funds would be available for this new plan check service contract. Approval of this new plan check service contract would help to expedite plan check services to customers.

ECONOMIC/FISCAL IMPACT:

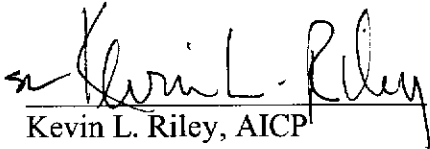
Funds, not to exceed \$117,000, are available from the expired service contracts.

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RECOMMENDATION:

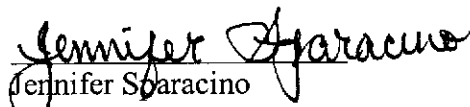
That the Council approve, and authorize the City Manager to execute, the Professional Plan Check Service Contract with Shums Coda Associates at a contract amount not to exceed \$117,000.



Kevin L. Riley, AICP
Director of Planning and Inspection

Certified as to Availability of Funds:
001-5532-87870 \$ 117,000.00

on
the

APPROVED:


Jennifer Sparacino
City Manager


Mary Ann Parrot
Director of Finance

MAJORITY VOTE OF COUNCIL

Documents Related to this Report:

1) Agreement with Shums Coda Associates - in Council Offices

E:\BLDG\FINAL\Ordinances, Resolutions, Contracts & URM\Contracts\Shums Coda Associates\Agenda ShumsCoda 2008.doc

CITY OF SANTA CLARA
AGENDA MATERIAL ROUTE SHEET

Council Date: 12/2/2008

SUBJECT: REQUEST AUTHORIZATION TO APPROVE AGREEMENT WITH SHUMS CODA ASSOCIATE

CERTIFICATION

The proposed AGREEMENT
Regarding PLAN CHECK SERVICES
has been reviewed and is hereby certified.

PUBLICATION REQUIRED:

The attached Notice/Resolution/Ordinance is to be published _____ time(s) at least _____ days before the scheduled meeting/public hearing/bid opening/etc., which is scheduled for _____, 200__.

AUTHORITY SOURCE FOR PUBLICATION REQUIREMENT:

Federal Codes:

Title _____ U.S.C. § _____
(Titles run 1 through 50)

California Codes:

Code _____ § _____
(I.e., Government, Street and Highway, Public Resources)

Federal Regulations:

Title _____ C.F.R. § _____
(Titles run 1 through 50)

California Regulations:

Title _____ California Code of Regulations § _____
(Titles run 1 through 28)

City

City Charter § _____ (I.e., 1310. Public Works Contracts. Notice published at least once at least ten days before bid opening)

City Code § _____

1. As to City Functions, by

Kerri L. Riley
Department Head

2. As to Legality, by

Lindsay Speck
City Attorney's Office / CAO Assignment No 08. 1495

3. As to Environmental
Impact Requirements, by

Kerri L. Riley
Director of Planning and Inspection

4. As to Substance, by

J. Sparano
City Manager

Revision Date June 7, 2005